



a world class African city

City of Johannesburg
Group Corporate & Shared Services: Group Human Capital Management

Metropolitan Centre
158 Civic Boulevard
Braamfontein

PO Box 1049
Johannesburg
South Africa
2000

www.joburg.org.za

INTERNSHIP POSITIONS (003/2021)

This Vacancy is open to YOUTH in the Johannesburg community

An internship programme is an intervention by the City of Johannesburg to address the growing demand by tertiary institution for students to undergo on-the-job exposure, as a pre-requisite to acquire an academic qualification or as a requirement after the acquisition of an academic qualification to obtain experiential training. The City is committed to provide work-based training for students.

The City of Johannesburg (CoJ), Group Strategy, Policy Coordination & Relations Department has the following Internship opportunity available for a period NOT exceeding eighteen (18) months.

The details are as follows:

- Department:** Group Strategy, Policy Coordination & Relations Department (GSPCR)
Branch: Smart City
Designation: Intern
Salary Range: R8 329.29 pm (cost to company, basic salary, no benefits)

Appointment Requirements:

- Bachelor degree in ICT, Built Environment or Development Planning or equivalent NQF level 7 qualification;
- Post Graduate Degree or Diploma in ICT or the Built Environment will be an advantage;
- Confirmation letter from institution;
- Computer literacy;
- Must be able to work extended hours as and when required;
- Ages between 18 – 35 years; and
- Only City of Joburg residents will be considered.

Primary Function: Liaise with internal and external stakeholders and assume responsibility for research, administrative, monitoring and evaluation assistance related to the implementation of the Smart City Strategy.

Key Learning Areas: Provide policy development, research, administrative, monitoring and evaluation assistance to the Smart City Office.

Leading Competencies: Work independently. Work under pressure. Accountable and be able to

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CLOSING DATE: 03 FEBRUARY 2021

INTERN VACANCY CIRCULAR: 003/2020

maintain privacy and confidentiality.

Core Competencies: Must form part of a multi-disciplinary team. Good Interpersonal and Communication skills and be able to work with the group. Coordination, Problem analysis and Problem-Solving skills required and Batho Pele Principles.

Contact Person: Badise Modise

Tel No: (011) 407 7365

Workplace: Metropolitan Centre, 158 Civic Boulevard, Braamfontein.

All applications will be through the website using this link:

<https://zfrmz.com/P8jcVYKthuRJBsfmEBY>

Or visit www.joburg.org.za and click on Vacancies.

An Application letter and comprehensive CV, proof of residence, certified copy of ID and Qualifications will be required.